



Paul R. LePage  
Governor, State of Maine

Bartlett H. Stoodley, Chair  
Edwin P. Chester, Esq. Vice Chair

Maine Juvenile Justice Advisory Group  
Executive Committee  
**MINUTES**  
December 4, 2013

**Roll Call:**

Present: Mark Boger, Ned Chester, Esq., Jim Foss, Jacinda Goodwin, Barry Stoodley, Christine Thibeault, Esq., and Patrick Walsh

Absent: Paul Vestal

Staff: Kathryn McGloin, Juvenile Justice Specialist, Ryan Andersen, Compliance Monitor, Jason Carey, Staff Assistant

The JJAG Executive Committee Meeting was called to order by Barry Stoodley, JJAG Chair, at 1:20 P.M

**Chair – Barry Stoodley:**

Definition of the JJAG's Executive Committee – Two at large members and committee chairs.

The Chair of the JJAG will appoint chairs of subcommittees. After discussion it was decided that co-chairs be named. The Bylaws may be amended to allow this change. Chairs will not be formally appointed until after the Executive Committee meeting on December 27<sup>th</sup>.

**2. Meeting Schedule** - First on the table for discussion was scheduling of meeting opportunities for JJAG Executive Committee meetings.

The Executive Committee will meet after each regular JJAG meeting. In order to satisfy the monthly meeting needs the Executive Committee may choose to use ITV, conference calls, Skype or some other form of technology in addition or in place of a face to face meeting. On the off months meetings will be at 11:30 on the fourth Wednesday. Any member may request an emergency meeting at any time. There is an obligation to inform the JJAG of any such meetings seven days in advance.

JJAG staff will investigate the opportunities for technology based meetings in particular available ITV sites.

Meetings of the Executive Committee should run for about an hour unless a special meeting is called.

**3. Committee Composition** – The outcome of committee composition at the regular JJAG meeting earlier today was better than expected. We will reach out to those who were not present and ask them to “self-select” onto one of the committees.

**4. Communication** – Chairs of each committee will have a plan for the taking of

meeting minutes. Those meetings will be ratified by the full body of the JJAG before being made available to the public. Electronic minutes of the meeting will be available to the full JJAG after review by the Committee.

JJAG website will grow to indicate the name of each committee as well as provide a brief description of the committee's function, work, and schedule of meetings. All committee meetings are open to the public.

**5. Bylaws:** JJAG Bylaws will be changed to define the committees, the structure of the committees, meetings, and the responsibility of taking minutes. More changes may be required. Ned offered to help with the drafting of the new sections.

Barry requested that the JJAG staff review the Bylaws and highlight areas that would be appropriate for change.

Kathryn asked the Committee to look at the Kentucky (SKY) advisory group bylaws as a model for comparison.

Current/updated bylaws will be worked out before our next meeting in January.

Kathryn will inquire about a conference call number for the JJAG.

**6. Youth Members** –The JJAG currently has five youth members. We must meet the JJDP Act standard of “at least one-fifth of which members shall be under the age of 24 at the time of appointment.” We would however prefer to have more juvenile justice system involved youth. The JJAG will look to developing guidelines for youth involvement.

There was discussion on keeping a strong and relevant youth membership. One suggestion was to translate a youth's experience with the JJAG into school credit.

THRIVE and Youth Move Maine are suggested as helpful contacts in this regard.

The Committee discussed the possibility of stipends for youth members who are in school.

Members discussed a general response to members who violate the law. Membership agreed to have a prescribed response to different situations so as not to single out individuals and maintain positive public perception.

Barry suggested the Committee should think about communicating an issue like this to the commissioner's office. This is an effort to minimize potential administrative embarrassments.

**7. Guest Speakers/Presenters** – The Committee is interested in having presenters at full meetings whose topics are connected to the Three-year Plan. Some suggestions were:

*The mission of the Maine Juvenile Justice Advisory Group is to advise and make recommendations to state policy makers and to promote effective system level responses that further the goals of the Juvenile Justice and Delinquency Prevention Act*

- Arabella Perez, THRIVE
- Dr. Ross Greene, Lives in the Balance
- Dottie Foote, Wayfinder School
- Maine Children's Alliance for *Kids Count*
- Dr. Mike Rocque, Department of Corrections research
- George Shaler & Erica King, Disproportionate Minority Contact Data

**8. Funding/Finance Committee** – Kathryn requested formation of a finance committee and suggested that this committee to serve as such. The JJAG does have an accountant who will travel to JJAG meetings upon request.

Current JJAG subgrantees have supplied the JJAG with data on their success and information about the impact of funding cuts to their programs. The Committee will review and suggest an option for the full JJAG's vote.

One of the options for the JJAG to consider is to combine the 2012 and 2013 funding. Kathryn voiced concern about combining two years of funding and leaving no cushion. Members offered that as the JJAG prepares to restructure, it makes sense to not "boot strap" ourselves by delivering funding that we don't have.

This committee will decide on and deliver its financial recommendation to the full JJAG in January.

## **9. Other**

**Membership:** A membership committee was suggested to address such matters as this and issues of non-attendance and fulfilling the JJDPA requirement on membership. Ned Chester, Barry Stoodley, Jacinda Goodwin, and Christine Thibeault expressed interest in serving on the committee. This idea will be present at the full JJAG January meeting.

## **Next Executive Committee Meeting**

The December 27<sup>th</sup>, 9:00 am meeting will be held by conference call. Kathryn will forward the telephone number. The purpose of this meeting is to make a decision regarding funding of current subgrantees.

## **III. Adjourn:**

Meeting adjourned at 2:30 p.m.

**The next meeting will be December 27, 2013 over the phone bridge from 9:00 AM to 10:00 AM.**